



DEPARTMENT OF THE NAVY
COMMANDER NAVAL RESERVE FORCES COMMAND
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5100

REF ID: A66882

COMNAVRESFORCOMINST 3591.1
N3W(A)

COMNAVRESFORCOM INSTRUCTION 3591.1

5 APR 2004

Subj: SMALL ARMS COMPETITION

Ref: (a) OPNAVINST 3590.7C
(b) OPNAVINST 3591.1C
(c) OPNAVINST 5530.14C
(d) OPNAVINST 5530.13C
(e) NAVSEAINST 8370.2
(f) BUPERSINST 1610.10
(g) BUPERSINST 1001.39D
(h) COMNAVRESFOR P4000.1A
(i) NAVPERS 15665I
(j) CNO WASHINGTON DC 220949Z Apr 98

Encl: (1) Organization and Procedures (Naval Reserve Rifle and Pistol Teams)
(2) Naval Reserve Rifle and Pistol Team Application for Membership

1. Purpose. To promote small arms safety and marksmanship within the Naval Reserve. To establish procedures and provides guidance for Rifle and Pistol Teams.

2. Cancellation. Commander, Naval Reserve Force (COMNAVRESFOR) has authorized the cancellation of COMNAVRESFORINST 3591.1F.

3. Discussion

a. References (a) and (b) provide guidance for Navy small arms training, qualification, and competition. Enclosure (1) establishes the organization, responsibilities, and membership functions of the Naval Reserve Rifle and Pistol Teams.

b. Participants within the Naval Reserve Rifle and Pistol Teams are selected from among Full Time Support (FTS) personnel, Drilling Reservists, Individual Ready Reservists (IRR), Fleet Reservists, and Retired Reservists. "Gray Area" Selected Reservists (SELRES) (Retired Reservists awaiting pay) may participate as team members and are eligible for Navy awarded Excellence in Competition badges and Distinguished Points until such time as they are retired with pay. SELRES retired with pay may participate with the teams as competition coaches or administrative assistants. Individuals desiring membership on the Rifle and Pistol Team must apply using enclosure (2).


4. Action. Team members will familiarize themselves and comply with references (a) through (j).

5. Forms and Reports

a. Naval Reserve Qualification Questionnaire for Inactive Duty Personnel (NRPC 1200/1), is issued to each Reservist annually by Commanding Officer, Naval Reserve Personnel Center, 4400 Dauphine Street, New Orleans, LA 70149-9988.

5 APR 2004

b. Report symbol COMNAVRESFORCOM 3591-1 has been assigned to the Small Arms Competition Report requirement in enclosure (1), paragraph 2a(9). This requirement remains in effect for 3 years from the issue date of this instruction.


W. S. BEYER
Chief of Staff

Distribution: (COMNAVRESFORINST 5218.2C)

List B
C
D

5 APR 2004

ORGANIZATION AND PROCEDURES
(NAVAL RESERVE RIFLE AND PISTOL TEAMS)

1. Organization

a. The Naval Reserve Rifle and Pistol Teams are comprised of FTS, Drilling Reserve, IRR, Fleet Reserve, and "gray area" retired personnel who have applied and been selected to participate in the Navy Small Arms Competition Program.

b. Each team shall have an Team Captain/Officer in Charge (OIC). Commander, Naval Reserve Forces Command (COMNAVRESFORCOM) shall appoint the Team Captain/OIC biannually.

c. COMNAVRESFORCOM shall appoint an Assistant OIC (AOIC) to each team biannually. Appointment of the AOIC shall be determined by examining the experience level possessed by the candidates in the field of small arms competition.

Note: Ideally a Team Captain/OIC and AOIC will be appointed from opposite coasts to efficiently manage Atlantic and Pacific Fleet competitions.

d. Each team shall appoint a team Leading Chief/Petty Officer for each competitive event. The team Leading Chief/Petty Officer shall be the most senior enlisted member on the team.

2. Procedures and Responsibilities

a. Team OIC/Captain. Responsible for the overall operation of the team, team order and discipline, and shall represent the team in official dialogue. The OIC, AOIC have overall authority, jurisdiction, and responsibility for all participating military personnel. The Team OIC/Team Captain shall:

(1) Participate in the annual selection of team members.

(2) Ensure that persons desiring to participate, who are not members of the team, report to the OIC, or AOIC at competition locations. The OIC/AOIC shall exercise overall authority and responsibility of all participating military members whether assigned to the Rifle/Pistol Team or not.

(3) Issue team schedules.

(4) Select participants for various competitions.

(5) Coordinate with COMNAVRESFORCOM (N3W) for the acquisition of Small Arms Competition Kits (SACK) per reference (e).

(6) Ensure all Active Duty for Training (ADT) Fitness Reports (FITREPS) and Enlisted Performance Evaluations are complete and submitted on time, per reference (f).

(7) Ensure team members follow all competition rules and directives.

(8) Ensure proper documentation of team member participation (when required) in the Department of the Army's Small Arms Firing School, per reference (a).

Enclosure (1)

5 APR 2004

(9) Report the results of competitions to COMNAVRESFORCOM (N3W) using report control symbol COMNAVRESFORCOM 3591-1.

(10) Ensure that all military members/participants undergo an initial, and thereafter, annual personnel screening, per reference (j). Reference (j) requires all personnel involved in handling, operating, issuing, or receiving arms, ammunition, and explosives to undergo a screening/verification to ensure personnel involved in such activities are free of felony or misdemeanor domestic violence convictions. The screenings shall encompass a review of the member's service record, medical record and verification with the respective command Drug and Alcohol Program Advisor (DAPA) and Family Advocacy Program (FAP) counselors. Team OIC/AOIC shall perform the screenings and forward copies to COMNAVRESFORCOM (N3W). Nonteam members shall be screened by their respective units and required forms will be forwarded to COMNAVRESFORCOM (N3W). Any prospective member who fails to complete, or the inability to successfully complete the screening process, shall result in the automatic disqualification to participate in any military sanctioned event. Personnel performing the screening shall be designated in writing by their unit commanding officer and these copies shall be forwarded to COMNAVRESFORCOM (N3W).

b. AOIC. Responsible for ensuring the team is properly trained. OICs/AOICs shall ensure regularly scheduled range safety and weapons handling training is performed and completed and is documented in end of year reports. There shall be, at a minimum, two qualified Range Safety Officers and two Line Safety Officers assigned to each team. Additionally in the absence of the Team OIC, the AOIC will perform duties as assigned by the team OIC.

c. The Team Leading Chief/Petty Officer. Manages personnel matters of the team during a competition and performs functions assigned by the team OIC/Captain.

d. Firearms and Ammunition

(1) Considering the difficulty transporting firearms via commercial carriers, transportation via government vehicle should be used whenever possible. Use of private automobiles to transport firearms is highly discouraged and should be avoided.

(2) All personal weapons brought aboard a Navy installation or activity shall be controlled and accounted for per reference (c). Personal weapons introduced into an installation or activity shall be stored in an approved armory or weapons container per references (c) and (d).

(3) Match grade ammunition for competition training is provided by Naval Surface Warfare Center (NSWC), Navy Match Coordinator (N4083), Crane, Indiana. Team members issued match grade ammunition for practice shall report all ammunition receipts and expenditures to the Rifle/Pistol Team OIC/Captain. The Rifle/Pistol Team OIC/Captain shall maintain a record of team ammunition receipts and expenditures. The team OIC/Captain shall report each waiver, the total amount of ammunition received and expended to NSWC (N4083), Crane, Indiana. All Navy match grade ammunition must be stored per reference (d). Under no circumstances shall Navy match grade ammunition be stored at a private residence.

5 APR 2004

3. Total Membership

a. Application for team OIC/Captain shall be submitted to COMNAVRESFORCOM (N3W) by 1 December of even numbered years. Applications should include a personal history of small arms competitions, scores, and qualifications. COMNAVRESFORCOM will appoint the team OIC/Captain and AOIC by 31 December of each even numbered year.

b. Application for team membership must be received by COMNAVRESFORCOM (N3W) by 1 February annually. Application for membership shall be in the format of enclosure (2).

c. COMNAVRESFORCOM will convene a selection board during the first quarter of the calendar year to select members for the Naval Reserve Rifle and Pistol Teams. Selection board composition is as follows:

Board Chairman	COMNAVRESFORCOM (N3W)
Member	OIC, Naval Reserve Rifle Team
Member	OIC, Naval Reserve Pistol Team

d. Each team OIC/Captain will notify applicants of their selection/nonselection by 31 March annually. Team OICs may solicit match competitors for team membership following competitive events, providing the competitor has completed team application documentation per enclosure (2).

4. Competition

a. Participation in any small arms competition shall not conflict with the member's annual training.

b. Upon notifying the team OIC/Captain that a member has been selected for a competition, that member will apply for orders to the member's commanding officer per reference (g). When selected to represent the Naval Reserve as a team competitor, applications for orders must be forwarded via the team OIC/Captain. Team members may submit applications for orders to local, regional, sectional, or other service matches via their chain of command. Military personnel who are not members of the rifle/pistol teams may participate in any match event; however, authorization from perspective unit commanding officers must be obtained. Military members must also be under no cost TAD orders. Events include, but are not limited to the Fleet Matches, all Navy Matches, Interservice and National events. All events will be at no cost to the government. Copies of documents must be produced upon demand by the OIC/AOIC, Senior Officer Present (SOP).

c. FTS members may be authorized cost/no-cost TAD orders.

d. Drilling Reservist and IRR members, if physically qualified, may be authorized nonpay/no-cost ADT orders per reference (g). IRR members shall submit request for orders to Naval Reserve Personnel Center (NAVRESPERSCEN).

e. Fleet Reservists and Naval Reserve retired personnel may be issued permissive letter type orders per reference (g).

Note: Travel orders to small arms competitions shall contain the following statement:

5 APR 2004

"Authorized to transport and use firearms in the performance of official duty. Authorized to vary itinerary as necessary."

f. Commanding officers shall exercise the utmost discretion when approving requests for team membership and participation in the Naval Reserve Rifle/Pistol competitions. Personnel selected to participate shall be of superior character and display a positive military bearing and maturity. Personnel participating are representing the United States Navy and shall do so with honor and dignity as an ambassador of the United States Navy.

g. Members of the Naval Reserve Rifle and Pistol Teams are authorized to wear the Camouflage Utility Uniform (CUU) during training and competition. Unless a team member's unit is specifically authorized to wear the CUU per reference (i), procurement of the CUU will be at the team member's expense. The CUU will be worn per reference (i).

5 APR 2004

NAVAL RESERVE RIFLE AND PISTOL TEAMS
APPLICATION FOR MEMBERSHIP

Team applying for: Rifle ____ Pistol ____ Both ____

Name, Rate, Social Security Number: _____

Address: _____

Phone: Home _____ DSN _____

Status: Full Time Support ____ Drilling Reservist ____
Individual Ready Reserve ____ Retired with pay ____
Retired awaiting pay ____

Command: _____

Email Address: _____

Note: The Statement of Domestic Violence form included in this enclosure must be signed and returned with the application package.

1. Matches you competed in last year and scores:
2. Current Classifications/Qualifications: (Include photocopies of classification cards)
3. Dates you will not be able to participate in team events:
4. Which of the following will you participate in this year:

First Week National Rifle Match _____

Second Week National Rifle Match _____

Interservice Matches _____

Fleet Matches (East or West) _____

All Navy Match _____

5. If a Full Time Support (FTS) Person or Selected Reservist: Will you require a Small Arms Competition Kit (SACK)? (Kit is not transferable and must be stored in a Department of Defense armory)

5 APR 2004

6. Mail Package to:

Commander, Naval Reserve Forces Command
Weapons Plans and Programs Manager (N3W)
4400 Dauphine Street
New Orleans, LA 70146-5200

STATEMENT OF DOMESTIC VIOLENCE

I, _____, have at no time in my life been convicted by any Federal, State, Tribal, or local court of any charge of Domestic Violence or Assault with any act of domestic violence within the complaint.

Signed _____ Date _____

FOR OFFICIAL USE ONLY - PRIVACY ACT PROTECTED

Enclosure (2)